



County of Los Angeles CHIEF ADMINISTRATIVE OFFICE

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DAVID E. JANSSEN
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February 4, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ACCEPTANCE OF GRANT FUNDS - 2002 FEMA SUPPLEMENTAL GRANT FOR CITIZEN CORPS AND COMMUNITY EMERGENCY RESPONSE TEAMS (CERT) (ALL DISTRICTS AFFECTED) (3 VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize the Chief Administrative Office, Office of Emergency Management to manage the grant that will enable the County to request up to \$261,588 in 2002 Federal Emergency Management Agency (FEMA) Supplemental Grant funds from the Governor's Office on Service and Volunteerism (GO SERV).
2. Authorize the Executive Officer of the Board of Supervisors to sign the attached resolution, which provides signature authority to the Chief Administrative Office, Office of Emergency Management for management of the grant process.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the grant is to assist the Los Angeles County Operational Area in establishing Citizen Corps Council(s) and Community Emergency Response Team (CERT) programs. This grant is part of a nationwide Homeland Security effort to engage citizens in volunteer efforts aimed at helping their communities become safer, stronger, and better prepared for preventing and handling terrorism, crime, and disasters. The aim of Citizen Corps is to bring together leaders from law enforcement, fire services, emergency medical services, emergency management, volunteer organizations, the private sector, and elected officials to form Citizen Corps Councils. Citizen Corps Councils will provide local oversight for engaging the community in



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emergency planning and response, homeland security, and for promoting community preparedness and family safety programs through public education and outreach; training opportunities, including CERT; and through encouraging citizen involvement in emergency service-related volunteer programs. The goal for local CERT programs is to increase capacity and/or create new CERT programs within the Los Angeles County Operational Area, focusing on the most underserved communities. In California, the overarching goal of this grant is to integrate Citizen Corps and CERT programs into the existing Standardized Emergency Management System (SEMS).

Implementation of Strategic Plan Goals

This grant addresses the following County Strategic Plan goals:

- Goal No. 3: *Organizational Effectiveness*, Strategy 3, Collaborate across functional and jurisdictional boundaries by developing an Operational Area-wide Citizen Corps Council(s) and by increasing the availability of CERT training to communities where this training is not currently available.
- Goal No. 4: *Fiscal Responsibility*, Strategy 2, Invest in public infrastructure by providing grant funds to begin implementation of Citizen Corps Council(s) and CERT program(s) for the purpose of bringing together the appropriate Operational Area partners to encourage volunteerism, and to better prepare the community to respond to terrorism, crime, and disasters.
- Goal No. 5: *Children's and Families' Well Being*, Strategy 3, Engage individual departments and Operational Area partners in their planning efforts towards achieving the five outcomes for children and families by implementing the Citizen Corps and CERT programs to enhance the safety and survival of families following both "manmade" and natural disasters.
- Goal No. 8: *Public Safety*, Strategy 3, Expand the capacity of County departments and Operational Area partners to utilize Citizen Corps and CERT volunteers to assist in preparedness and response efforts for terrorism and other disasters.

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FISCAL IMPACT:

This is a fully funded grant from the Federal Emergency Management Agency. There are no cost-share or matching fund requirements.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The State of California has established the following Operational Area responsibilities:

1. Submit to the Governor's GO SERV office a single application package that represents Citizen Corps and CERT planning, training, and support activities within the Los Angeles County Operational Area.
2. Work closely with the Governor's GO SERV staff as needed to ensure timely submission of the application package.
3. Comply with all grant assurances and certifications.
4. Prepare quarterly progress reports for the grant period and submit them to the Governor's GO SERV office in a timely manner.
5. Maintain financial management systems that support grant activities in accordance with Title 44, Code of Federal Regulations, Part 13.
6. If program or other changes are necessary after the initial grant approval, submit revision requests to the Governor's GO SERV office prior to implementing revisions.
7. When all grant activities are completed, notify the Governor's GO SERV in writing within 30 days and request grant closeout.
8. Prepare and submit the Final Grant Report in a timely manner.

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9. Maintain property, programmatic and financial records in accordance with grant record retention requirements.
10. Ensure that sub-grant recipients comply with the audit requirements contained in Office of Management and Budget Circular, A-133.

The County Office of Emergency Management, in coordination with the members of the Operational Area Advisory Board, will manage the grant application process using the following procedures:

- A meeting to determine initial planning steps for Citizen Corps and CERT was conducted with Operational Area partners including: LA County Fire, Sheriff, the Disaster Management Area Coordinators, city representatives, Emergency Network Los Angeles/LA County Voluntary Organizations Active in Disaster, American Red Cross, and the Salvation Army on January 7, 2002.
- To obtain input on grant goals, a meeting with Emergency Preparedness Board Deputies will be conducted the week of February 1, 2003.
- The Office of Emergency Management will complete the review of input from the meetings and make recommendations on the applications by February 28, 2003.
- The Office of Emergency Management will submit one application to the Governor's GO SERV office by February 28, 2003.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The Office of Emergency Management will manage this grant with input from the Operational Area Advisory Board (OAAB).

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CONCLUSION

Facilitating partnerships that will further the preparedness of communities within the Operational Area is a critical responsibility of local government. This grant will improve community preparedness by increasing the availability of public education and CERT training opportunities as well as extending volunteer opportunities to members of the community wanting to participate in Los Angeles County's Homeland Security efforts.

It is requested that the Executive Officer, Board of Supervisors, return a conformed copy of the adopted Board letter and original resolution to the Chief Administrative Office, Office of Emergency Management at 1275 North Eastern Avenue, Los Angeles, CA 90063.

Respectfully submitted,

DAVID E. JANSSEN
Chief Administrative Officer

DEJ:SRH
CP:SS:cm

Attachment

c: County Counsel
Auditor-Controller
Emergency Management Council
Emergency Management Council Steering Committee
Emergency Management Council Subcommittee
Emergency Preparedness Commission for County and Cities of Los Angeles
Operational Area Advisory Board